

# ***Agenda***

## ***Senior Advisory Commission Meeting***

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**Tuesday, October 27, 2015**  
**Barbara Lee Senior Center, Room 140**  
**40 N. Milpitas Blvd.**  
**1:30 pm**

**I. Call to Order**

**II. Flag Salute**

**III. Roll Call & Seating of Alternates**

**IV. Approval of Agenda:** October 27, 2015

**V. Approval of Minutes:** August 25, 2015

**VI.**

**VII. Financial Reports:** August-September 2015

**VIII. Public Forum**

Members of the audience are invited to address the Commission on any subject not on today's agenda. Speakers must supply their name and address for the record and limit their comments to three minutes. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

**IX. Announcements/Correspondence**

- Update from Police Department – Chief of Police Steve Pangelinan, Police Dept.
- Milpitas Recreation Programs – Stephanie Douglas, Recreation Supervisor
  - Friday, October 30<sup>th</sup>: Milpitas Community Concert Band's "Colors" Concert, 7:30 pm, Milpitas Community Center
  - Wednesday, November 11<sup>th</sup>: Veterans Day Ceremony, 9:00 am, Veterans Plaza at City Hall
  - Monday, November 30<sup>th</sup>: Tree Lighting Ceremony
- Commissioner Updates/Sharing
  - Sourcewise Liaison still needed. Please let Vice Chair Melba Holliday know if interested.

## **X. New Business**

### **1. December Meeting Date– Staff: Stephanie Douglas, Recreation Supervisor**

**Background:** The Senior Advisory Commission’s meetings are scheduled for the 4th Tuesday of every other month. The meeting for December 2015 will fall on Tuesday, December 22. The Commission has historically cancelled their meeting in December and rescheduled it to the next month (January).

**Recommendation:** Approve cancellation of the December 22, 2015 meeting and reschedule it to January 25, 2016 or meet again on the Commission’s regularly scheduled meeting on February 22, 2016

## **XI. Old Business**

### **1. Subcommittee Updates – Staff Stephanie Douglas, Recreation Supervisor**

**Background:** The Subcommittees listed below were formed to help meet the Commission’s annual Work Plan goals. At each Senior Advisory Commission meeting, the respective subcommittees will update the Commission on their progress and request any action needed of the Commission.

#### **Community Assessment Subcommittee:**

Commissioners: Ebright, Langley, Berryhill,

Subcommittee has been aggressively distributing surveys. As of October 19<sup>th</sup> we have collected 326 surveys. Subcommittee needs all commissioners to be active in survey project. Per request of patrons and suggestions of subcommittee, the surveys have been professionally translated into Vietnamese and Chinese. Cost of survey translation was \$297.84

Next meeting: TBD

**Recommendation:** Receive report & approve survey expense of \$297.84

#### **Wellness & Resource Subcommittee**

Commissioners: Adams, Holliday, Yung

**NO REPORT**

Next meeting subcommittee meeting: TBD

**Recommendation:** NONE

## **XII. Staff, City Council and Liaison Reports**

1. Senior Center Activities Reports – Staff Stephanie Douglas, Recreation Supervisor  
Trips, Presentations & Events: See handout included in packet
2. Senior Nutrition Program – Staff Stephanie Douglas, Recreation Supervisor
  - August 2015: Meals Served (unduplicated) 1,844 (88 daily average)  
Outreach Lunch Riders 68 one-way trips
  - September 2015: Meals Served (unduplicated) 1,823 (87 daily average)  
Outreach Lunch Riders 62 one-way trips
3. City Council Report – Mayor Jose Esteves
4. Sourcewise Report – Vice Chair Melba Holliday

## **XIII. Future Agenda Items**

## **XIV. Adjournment**

**Next Senior Advisory Commission Meeting  
To Be Determined (See Agenda Item #1, New Business)**

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